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Letter dated 19 October 2001 from the Chairman of the Counter-Terrorism Committee addressed to the President of the Security Council

I attach herewith a work programme for the Committee established pursuant to paragraph 6 of Security Council resolution 1373 (2001) (the Counter-Terrorism Committee), as requested in paragraph 7 of that resolution.

The Committee will need the full cooperation of the United Nations membership to be effective in implementing its mandate. As Chairman I look forward to receiving that cooperation from all States. I also wish to assure the Council and the wider United Nations membership that the Committee will be even-handed in its approach and will make every effort to work transparently and be accessible to other Member States.

The focus of the Committee's work in the first 90-day period will be to establish mechanisms for the efficient processing of States' reporting as required under paragraph 6 of resolution 1373 (2001). The work programme sets out the Committee's intentions in that regard.

The Committee recognizes that many areas of counter-terrorism are inherently sensitive and that the Committee should ensure the highest level of confidentiality in those areas. It will not publish the names of official government contacts, and will, where requested, restrict the circulation of sensitive operational material. The Committee and its Chairman will develop rules as necessary on confidentiality in the Committee's work.

I would be grateful if you could arrange for the present letter and its annex to be circulated as a document of the Security Council.

(*Signed*) Jeremy **Greenstock**, KCMG
Chairman
Counter-Terrorism Committee

01-59152 (E) 191001

Annex to the letter dated 19 October 2001 from the Chairman of the Counter-Terrorism Committee addressed to the President of the Security Council

Counter-Terrorism Committee work programme

The present document sets out the work programme of the Counter-Terrorism Committee for its first 90 days from the adoption of resolution 1373 (2001) of 28 September 2001.

Summary

The Committee will:

By 31 October 2001:

- Set up procedures for the provision of expertise in areas relevant to the Committee's work (see para. 2 below);
- Distribute guidelines to States on the reporting requirement in paragraph 6 of the resolution (para. 3);

By 30 November 2001:

- Publish a list of contact points (para. 1);
- In cooperation with the Secretariat, establish a pool of expertise in areas relevant to the Committee's work (para. 2);

By 27 December 2001:

- Receive initial reports from all States and begin the process of analysing them (para. 3);
- Begin to identify and promulgate best practice and to research ways of assisting States where appropriate (para. 4).

1. Contact points

The Counter-Terrorism Committee will put in place appropriate mechanisms to allow for efficient dialogue with States and relevant international organizations and among States about the matters covered by Security Council resolution 1373 (2001). Accordingly, as a first step to facilitate cooperation, the Committee intends to collate a list of contact points and publish it as a document of the Security Council.

1.1 The Committee will therefore request States to supply, no later than 9 November 2001, a list of designated contact points who may be approached by the Committee or by other States for information or assistance in connection with matters arising under resolution 1373 (2001). One contact point should be supplied in each State's Permanent Mission to the United Nations in New York and one in each State's ministry or agency principally responsible for the implementation of the resolution. In the course of its business, the Committee will approach permanent mission contact points in the first instance. States may wish to make use of the contact points in capitals when building bilateral cooperation on the implementation of resolution 1373 (2001). These contact points will be identified by:

- The name and address of the office and a general description of its function;
- A telephone number;
- A fax number;
- An email address.

1.2 The Counter-Terrorism Committee will request the Secretariat to supply a list of contact points in relevant branches of the United Nations and its agencies and, where appropriate, other international and regional organizations and other bodies relevant to work of the Committee. The contact points should be identified as specified in paragraph 1.1 above.

2. Advisers to the Committee

The Counter-Terrorism Committee will take steps to furnish itself with the sources of appropriate expertise it needs to do its work.

2.1 The Committee will accordingly request the Secretariat to take forward the work of identifying experts in the fields covered by Security Council resolution 1373 (2001) to act as advisers to the Committee. To assist the Secretariat in its work, the Committee will invite States to submit to the Secretariat proposals of individuals who would be available to be appointed to assist the Committee. Individuals proposed should have expertise principally in the following fields in so far as they relate to counter-terrorism:

- Legislative drafting;
- Financial law and practice;
- Customs law and practice;
- Immigration law and practice;
- Extradition law and practice;
- Police and law enforcement work;
- Illegal arms trafficking.

2.2 It is the understanding of the Committee that those experts will be appointed as independent advisers to the Committee, working in cooperation with the United Nations Secretariat, to provide specialist advice on the implementation by States of the obligations under resolution 1373 (2001). The Committee intends to draw up terms of reference for its initial advisory needs, which will be augmented by meetings between the Committee and its advisers.

2.3 The Committee will consult with the Secretariat on procedures for funding the provision of advisers.

3. Reporting by States

The Counter-Terrorism Committee will establish procedures to assist States in fulfilling their obligation under paragraph 6 of Security Council resolution 1373 (2001) to report to the Committee on the steps they have taken to implement the resolution.

3.1 To that end, the Committee will, by 31 October 2001, produce and circulate to all States guidelines for the preparation and submission by States of reports on the implementation of resolution 1373 (2001).

3.2 The guidelines will include a request to States to report to the Committee by 27 December 2001 on how they are implementing each paragraph and subparagraph of resolution 1373 (2001), including an indication of:

- What relevant legislation (including regulations or other legislative machinery) is in place or is contemplated;
- What executive (i.e. administrative or non-legislative) action has been taken or is contemplated;
- What other action, if any, has so far been taken to implement the letter and spirit of resolution 1373 (2001);
- What steps have been taken or are contemplated to enhance international cooperation in the areas covered by resolution 1373 (2001).

3.3 The guidelines will invite States, if they wish, to identify areas in which they require additional guidance or technical assistance. The Committee will explore the capacity of States and international and regional organizations to offer such assistance (see para. 4 below).

3.4 The Committee may request States to submit further such reports thereafter at appropriate intervals to ensure the full implementation of resolution 1373 (2001).

3.5 Reports submitted by States will be circulated as documents of the Security Council.

4. Assistance

The Counter-Terrorism Committee will explore ways in which States can be assisted in their implementation of the provisions of Security Council resolution 1373 (2001). This will include helping to develop and share best practices in relevant areas. It will also coordinate requests for and offers of assistance with implementation.

4.1 The Committee will:

- Invite States to provide details of any other sources of expertise relevant to the areas of the Committee's work, for example, national academic centres of expertise;
- Communicate with representatives of the regions and regional organizations;
- Invite States and international and regional organizations to provide details to the Committee of any technical or other assistance programmes that might facilitate the implementation of the resolution (including, in particular, the preparation of draft legislation).

5. Transparency in the work of the Committee

The Counter-Terrorism Committee will regularly communicate information on its activities.

5.1 The Chairman and Vice-Chairmen will remain in close contact with the Secretary-General and his senior staff on the work of the Committee. They will also keep the President of the General Assembly informed.

5.2 In accordance with the Committee's rules of procedure, the Chairman and, as appropriate, the Vice-Chairmen, in consultation with the Committee, will hold regular briefings of Member States and of the media to explain and publicize the work of the Committee.

5.3 The Committee is establishing a web site within the Security Council web site to aid communication. The web site can be found at www.un.org/Docs/sc/committees/1373.